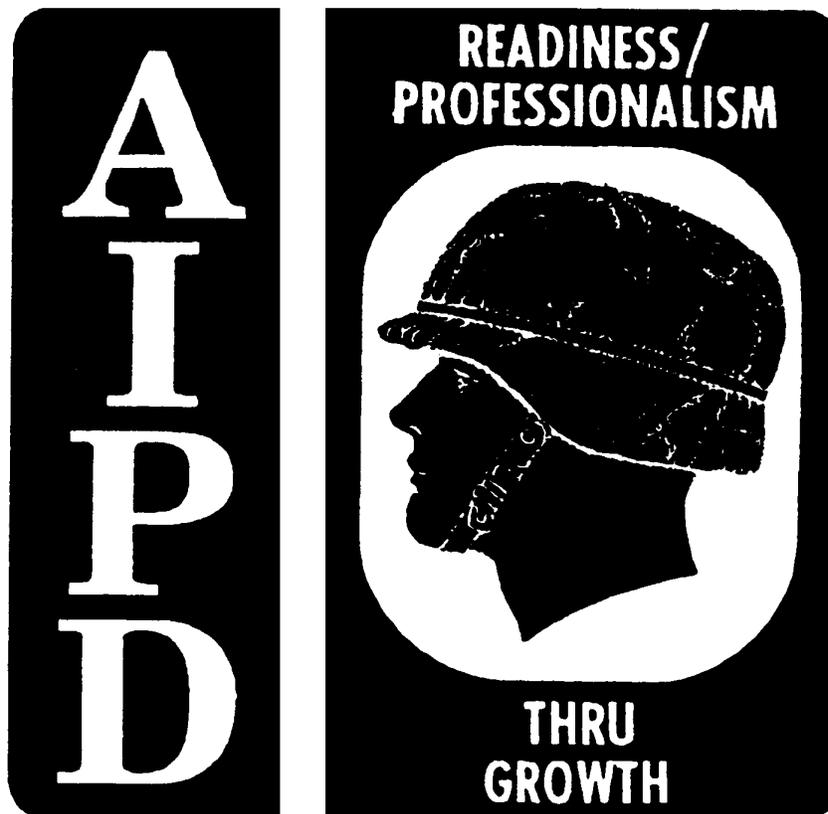


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**PHYSICAL SET-UP FOR RELIGIOUS  
EVENTS IN GARRISON 2**



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**THE ARMY INSTITUTE FOR PROFESSIONAL DEVELOPMENT  
ARMY CORRESPONDENCE COURSE PROGRAM**

## **PHYSICAL SET-UP FOR RELIGIOUS EVENTS IN GARRISON 2**

### **Subcourse Number CH 0820**

United States Army Chaplain School  
Fort Jackson, SC 29207

### **5 Credit Hours**

#### **SUBCOURSE OVERVIEW**

This subcourse is designed to teach you how to set up a garrison chapel for a Jewish service, an Orthodox service and a Baptism.

There are no prerequisites for this subcourse.

This subcourse reflects the doctrine which was current at the time it was prepared. In your own work situation, always refer to the latest publications.

The words "he", "him", "his", and "men", when used in this publication, represent both the masculine and feminine genders unless otherwise stated.

#### **TERMINAL LEARNING OBJECTIVE**

**TASKS:** Identify the actions necessary to set up a garrison chapel for a Jewish service, an Orthodox service, and a Baptism.

**CONDITIONS:** Given the material in this subcourse and a training scenario, the student will complete the examination at the end of this subcourse.

**STANDARD:** The student will demonstrate comprehension and knowledge of this subcourse by achieving a minimum of 70% on a multiple-choice based examination for Subcourse CH 0820 by identifying the actions needed to set up a garrison chapel for a Jewish service, an Orthodox service, and Protestant and Catholic Baptisms.

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**\*\*\* IMPORTANT NOTICE \*\*\***

**THE PASSING SCORE FOR ALL ACCP MATERIAL IS NOW 70%.  
PLEASE DISREGARD ALL REFERENCES TO THE 75% REQUIREMENT.**

## LESSON ONE

### SET UP A GARRISON CHAPEL FOR A JEWISH SERVICE

#### Soldier's Manual Task:

805D-165-1030 Prepare the Chapel for a Jewish Service.

### OVERVIEW

#### TASK DESCRIPTION:

In this lesson you will learn how to set up a garrison chapel for a Jewish service.

#### LEARNING OBJECTIVE:

**TASK:** Identify the actions needed to set up a garrison chapel for a Jewish service.

**CONDITIONS:** Given the subcourse material for this lesson and a training scenario, the student will complete the practice exercise to identify the steps necessary to set up a garrison chapel for a Jewish service.

**STANDARDS:** The student will demonstrate comprehension and knowledge of the task by identifying the ecclesiastical equipment used for a Jewish worship service and how to prepare and set up the chapel for a Jewish service.

**REFERENCES:** The material in this lesson was derived from the following publication:

STP 805D-56M1-SM.

## INTRODUCTION

As a chaplain assistant, and a member of the unit ministry team (UMT), you must assist the chaplain with staff and religious responsibilities. One of the tasks you must perform is to prepare the worship site for religious services. Before beginning specific discussions on preparing a chapel for Jewish services, let's take a brief look at Judaism.

Judaism is the oldest of the three major western religions, and is the forerunner of both Christianity and Islam. The history of Judaism is well known, recorded first in the Bible and later in rabbinic literature.

Unlike Christianity, Judaism reflects remarkable agreement among its various groups in terms of organization, beliefs, and requirements. In many instances, differences are a matter of degree rather than large disagreement. Nevertheless, differences do exist--even to the extent that there is not a general agreement as to how divided Judaism really is.

The three largest groups within Judaism are the Conservative, Orthodox, and Reform bodies. These groups are generally seen as the major Jewish "denominations," and Jewish military chaplains are divided between them. From this perspective, other groups can be viewed as related to one of these three. However, some other groups, such as the Reconstructionist Jews, tend to see themselves as a separate branch of Judaism. Reconstructionists, therefore, refer to the "four major branches of Judaism," rather than three. Within the three largest groups there may also be subdivisions which will arise. There are differences, for example between Orthodox Jews who follow the Ashkenazic rite (from Jeremiah 51:27) and those who follow the Sephardic rite (from Obadiah 20). Ethnic differences may also exist, in that Ashkenazic rites were largely followed among Germanic Jews, while Jews of Spanish and Portuguese descent have largely observed the Sephardic rite.

Black Jews, including the Black Hebrew Israelite Nation, trace their history through more than 2,500 years of Judaism in Africa. Other racial or ethnic variations also exist.

In general, however, Judaism remains relatively constant in terms of basic beliefs and practices, and most American Jews will be identified with the groups mentioned above.

PART A - IDENTIFY THE ECCLESIASTICAL EQUIPMENT USED FOR A JEWISH WORSHIP SERVICE

1. Ecclesiastical Equipment used for a Jewish Service.

Before preparing the chapel for a Jewish worship service, you must be able to identify the equipment needed for the service. Listed below is the equipment needed:

- o Ark. A cabinet-type receptacle containing the Torah (Scroll)(Figure 1-1).



Figure 1-1. Ark.

- o Eternal Light. The light that burns constantly above the Torah Ark. It is a symbol of respect, of Divine presence, and of the light of the ancient Temple (Figure 1-2).



Figure 1-2. Eternal Light.

- o **Kiddush (Cup)**. (Hebrew, "sanctification"). Once the kiddush (blessing) is said over the wine, the cup becomes the kiddush cup (Figure 1-3).

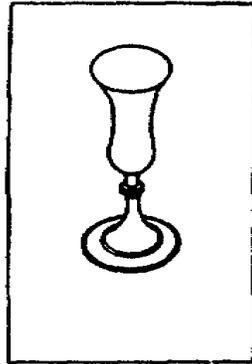


Figure 1-3. Kiddush Cup.

- o **Menorah**. (Hebrew, "candelabrum"). May have 6-9 candles (Figure 1-4).

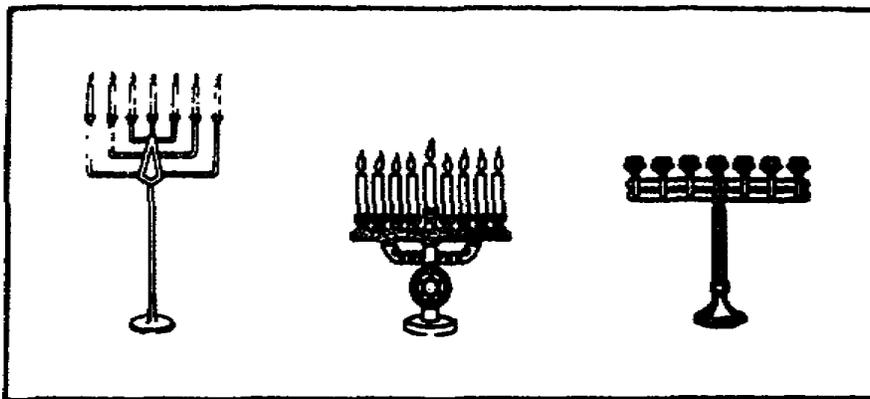


Figure 1-4. Menorah.

- o **Shofar**. A ram's horn blown during High Holy Day services to signal high points of the service (Figure 1-5).

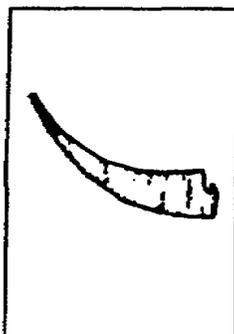


Figure 1-5. Shofar.

- o **Tablets of the Law.** A symbol of the Jewish religion based upon the tablets of stone which God gave Moses as a sign of His covenant with Israel. Part of the Jewish chaplain's insignia (Figure 1-6).



Figure 1-6. Tablets of the Law.

- o **Tallit.** (Also tallis, tallith). The fringed prayer shawl, worn by males at regular morning prayers (Figure 1-7).

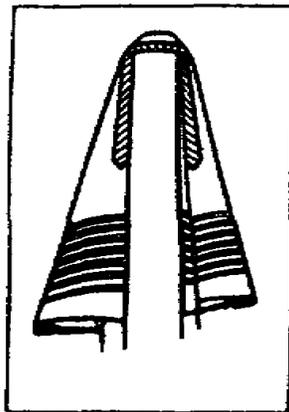


Figure 1-7. Tallit.

- o **Tallit Rack.** Rack/container that holds the tallis. It will be near the entrance of the chapel.

- o **Torah.** (Hebrew, "teaching", "law"). The written Law: the Pentateuch, bound or in scroll form; the center of Jewish life and learning (Figure 1-8).

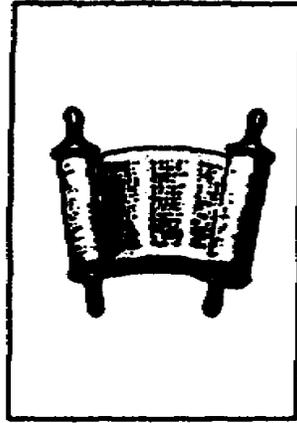


Figure 1-8. Torah.

- o **Yad.** A metal pointer used by the reader as he reads from the Torah (Figure 1-9).

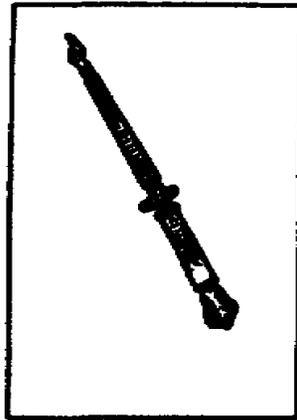


Figure 1-9. Yad.

- o **Yarmulka**. Skull-cap worn for prayer, and by orthodox Jews at all times (Figure 1-10).

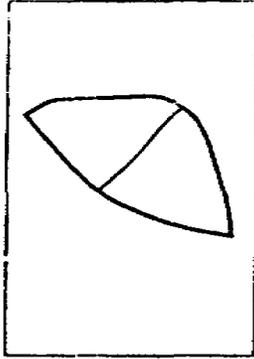


Figure 1-10. Yarmulka.

- o **Yarmulka Receptacle**. A container that will be near the entrance of the chapel and where yarmulkas are stored.
- o **Holy Scriptures**. A book that is used during the Jewish service.
- o **Reading Table**. The table used for placing the Holy Scriptures and the Yad. It is the Altar.
- o **Lectern**. A reading stand where announcements are given. It will be on congregation right.
- o **Pulpit**. A platform on the congregation's left. This is where the chaplain delivers the sermon.
- o **Antependium**. A cloth hanging in front of the lectern or pulpit.
- o **Book Rack**. A rack/container where the Holy Scriptures and Prayer Books are kept. It is near the entrance of the chapel.

## 2. **Chaplain's Vestments.**

There are basically four vestments or liturgical garments worn by Jewish chaplains (Figure 1-11). Since there are presently few Jewish chaplains in the Army you will rarely have the opportunity to work with one. You will always have to check with the chaplain regarding special requirements pertaining to the Jewish vestments or liturgical garments.

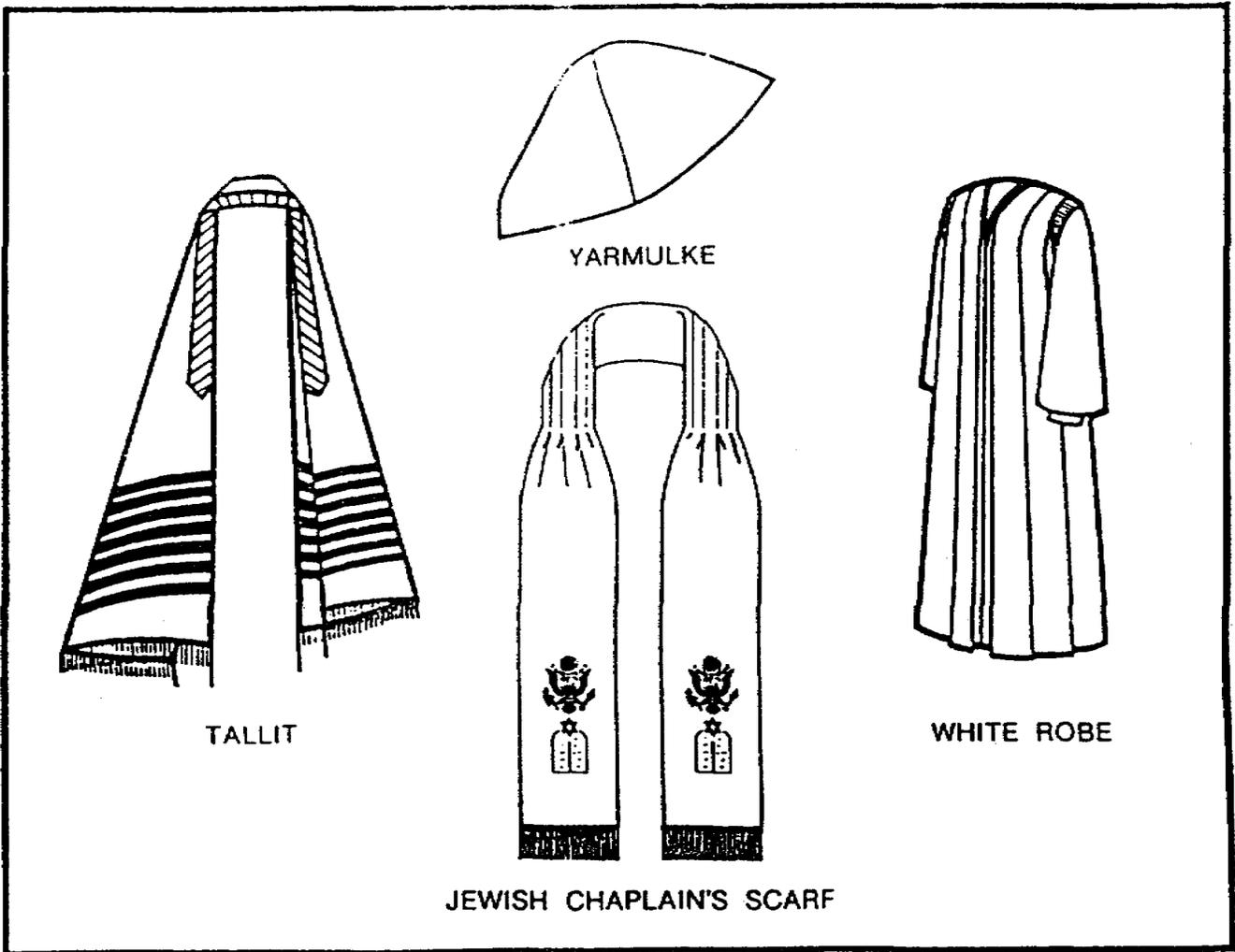


Figure 1-11. Vestments Worn by a Jewish Chaplain.

3. Summary.

This concludes the discussions on identifying ecclesiastical equipment used for a Jewish worship service. We identified equipment such as, the ark, eternal light, menorah and the tallit. We will now discuss how you prepare and arrange the chapel for Jewish worship service.

## **PART B - PREPARE AND SET-UP CHAPEL FOR JEWISH SERVICE**

### **1. Prepare Chapel for Jewish Service.**

To begin the preparation of the chapel for a Jewish worship service, you must first ensure that the chapel is neutralized. To do this you:

- o **remove** denominational literature, publications, and bulletins from pews.
- o **cover** all fixed denominational symbols.
- o **remove** denominational items from the worship area (stations of the cross, icons, pictures, flags, etc.).
- o **cover** stained glass windows that have denominational symbols with curtains, cloth, or paper.
- o **ensure** cleanliness of ecclesiastical equipment.

### **2. Set up Chapel for Jewish Service.**

After the chapel is neutralized, you begin to set up chapel for the service. To do so, you follow the steps outlined below:

- o **Prepare the altar area (Chancel):**
  - Position the US flag and Jewish chapel flag (Figure 1-12).
  - Remove or cover any symbol or statue that is not appropriate for a Jewish service.
  - Center the ark in the rear (farthest away from the congregation) area of the chancel behind the altar. (The ark may be a portable, freestanding piece of altar furniture or non-portable and built into the chapel.)
  - Ensure the eternal light is lit. (The eternal light may be an electric lamp attached to the ark or hanging from the ceiling in front of the ark.)
  - Place a menorah equidistant on each side of the ark.
  - Place the reading table (altar) in front of the ark, with enough room between the two items for the chaplain to stand.

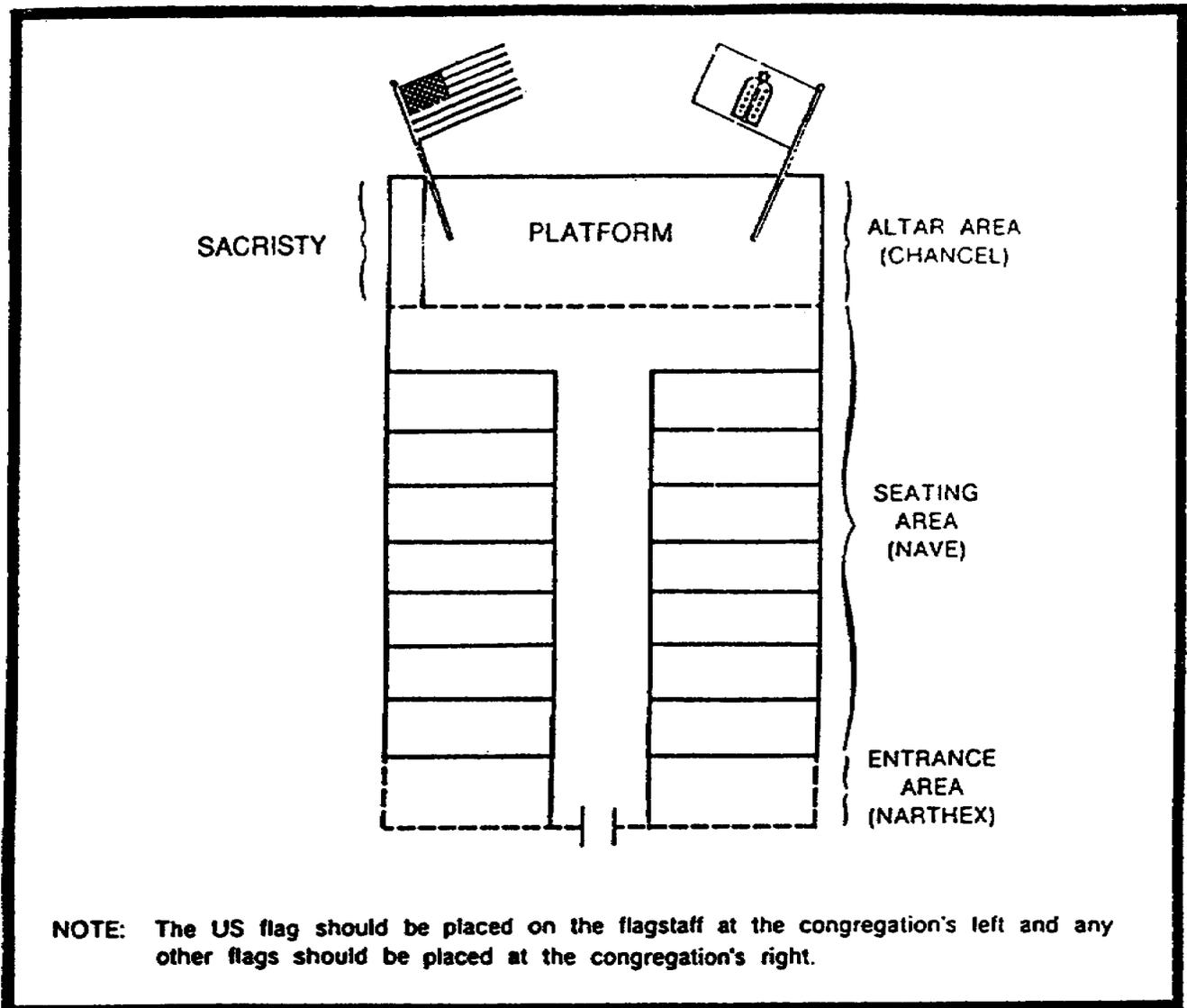


Figure 1-12. Position of the US Flag and Jewish Chapel Flag in the Chapel.

- Place the pulpit to the left side (as seen from the congregation's perspective) of the reading table (Figure 1-13).
- Place the lectern to the right side (as seen from the congregation's perspective) of the reading table.
- Place a small table to the left side (as seen from the congregation's perspective) of the pulpit. (A credence table can be used as the small table.)

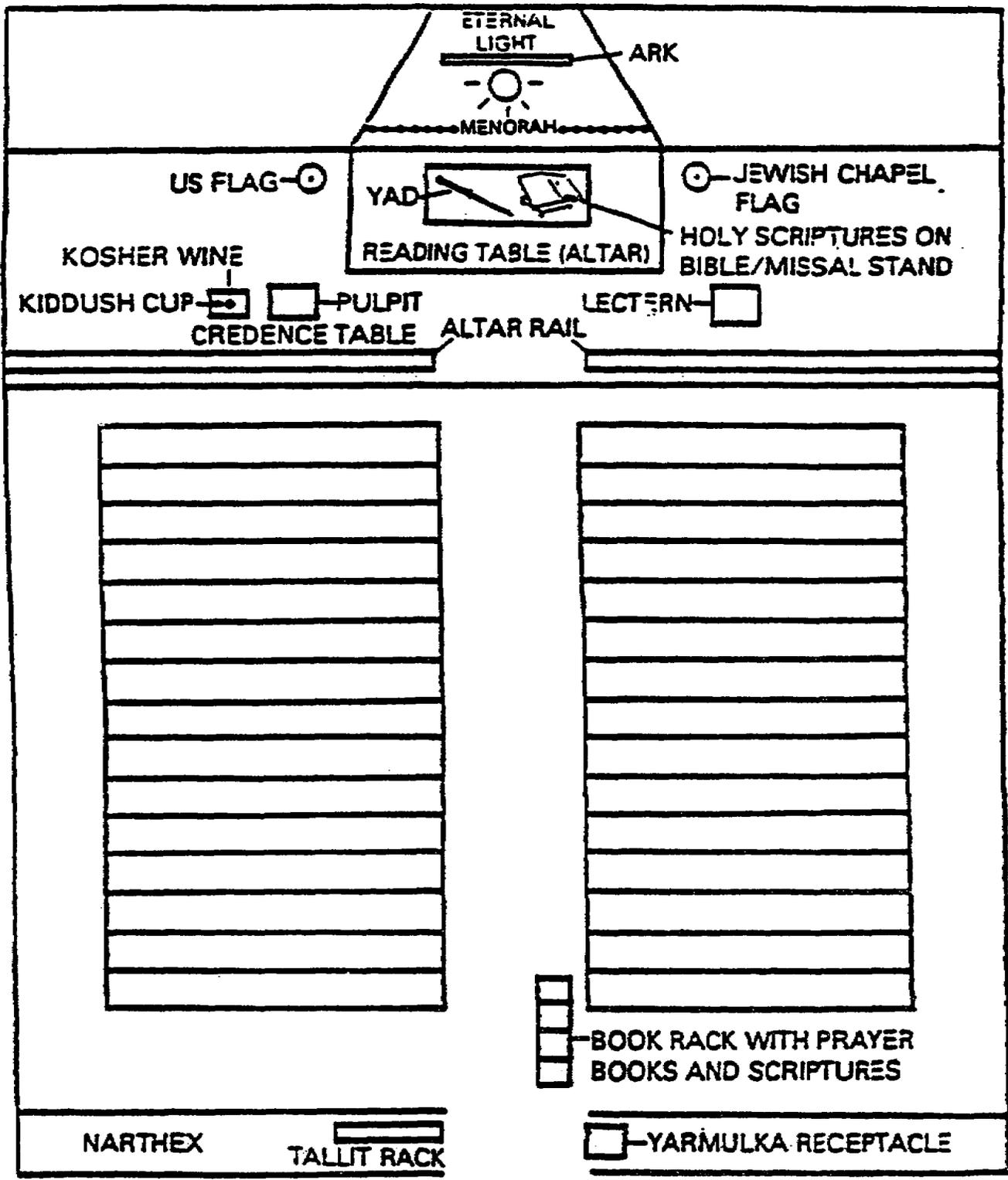


Figure 1-13. Chapel Prepared for Jewish Service.

- o **Prepare sacristy:**
  - This is a room in a chapel where sacred vessels and vestments are kept and where the clergy vests.
  
- o **Prepare the Altar, Pulpit, Lectern, and Credence Table:**
  - Place the altar frontal on the altar and the antependia on the pulpit and lectern. **NOTE: Do not use tacks to fasten down.** White is usually used for Rosh Hashannah, Yom Kippur, and other Jewish high holy day services. The color is optional for other Jewish services. Check with the Jewish chaplain to determine the color to be used. Ensure that no symbols other than Jewish religious symbols appear on these items.
  - Place a copy of the Prayer Book for Jewish Personnel and The Holy Scriptures for Jewish Personnel on each of the following items of altar area furniture:
    - Reading table (both books are placed on the left side, [as seen from the congregation's perspective] so the books face the ark). Check with the Jewish chaplain for the exact placement: of the books.
    - Pulpit.
    - Lectern.
  - Place the yad on the right side (as seen from the congregation's perspective) of the reading table.
  - Place the kiddush cup and a bottle of kosher wine on the top of the small table located beside the pulpit.
  
- o **Inspect the altar area, from the congregation's perspective, for proper appearance and neatness.**
  
- o **Ensure the altar frontal and both antependia are straight.**
  
- o **Prepare the seating area (Nave):**
  - Align all books uniformly in the pews.
  - Remove all trash and old bulletins from the pews.

- Place the book rack in the rear of the seating area on the right-hand side upon entering the seating area.
  - Ensure there are enough Prayer Books for Jewish Personnel and Holy Scriptures available.
- o Prepare the entrance area (Narthex):**
    - Place the tallit rack in the entrance area on the left-hand side of the Narthex area.
    - Ensure there are enough tallitim in the rack for male worshippers.
    - Place the yarmulke and veil rack in the entrance area on the right-hand side of the Narthex area.
    - Ensure there are enough yarmulkes in the rack for male worshippers.
    - Ensure there are enough veils in the rack for female worshippers.
  - o Ensure the Chaplain's vestments are available in the vesting room and are ready for vesting.**
  - o Ensure the sound system is operational (when one is used).**

### **3. Summary.**

This completes lesson one, you should know how to identify the ecclesiastical equipment used for a Jewish service, and how to prepare and set up the chapel for a Jewish service. You should know how to neutralize the chapel, prepare the altar area, the altar, pulpit, lectern, credence table, the nave, and the narthex. After reviewing all the material in this lesson, you should complete the practice exercise for lesson one. Answers and feedback for the questions in the practice exercise will be provided to show you where further study is required.

## LESSON ONE

### PRACTICE EXERCISE

The following items will test your grasp of the material covered in this lesson. There is only one correct answer for each item. When you have completed the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

Situation: You are a chaplain assistant assigned to the Post Chapel at Fort Opportunity. As part of your duties, you must prepare the chapel for the Jewish Chaplain to conduct Jewish worship services.

1. You are identifying equipment needed for the service. You identify the eternal light as
  - a. part of the Jewish Chaplain's insignia.
  - b. the light that burns above the Narthex (entrance area to the chapel).
  - c. a symbol of respect, of Divine presence, and of the light of the ancient temple.
  - d. the light that burns constantly above the tallit rack.
  
2. To begin the preparation of the chapel for a Jewish service, you first
  - a. ensure that the chapel is neutralized.
  - b. sanitize the chapel.
  - c. remove all denominational symbols.
  - d. prepare the entrance area (Narthex).
  
3. You are preparing the pulpit. The color of the antependia used for other than High Holy Day services
  - a. is prescribed by the Torah.
  - b. is optional.
  - c. is always white.
  - d. can be selected by you, as the chaplain assistant.

4. As part of the preparation of the Narthex, you
  - a. ensure there are enough tallit racks on the right side of the Narthex area.
  - b. place the menorahs equidistant one on each side of the ark.
  - c. ensure there are enough tallitim in the rack for female worshippers.
  - d. place the tallit rack in the entrance area on the left-hand side of the Narthex.

## LESSON ONE

### PRACTICE EXERCISE

#### ANSWER KEY AND FEEDBACK

<u>Item</u>	<u>Correct Answer and Feedback</u>
1.	<p>c. a symbol of respect, Divine presence, and of the light of the ancient temple.</p> <p>The <b>eternal</b> light is the light that burns constantly above the Torah Ark. It is a symbol of respect, and Divine presence, and of the light of the ancient Temple. (Page 3, 2nd Bullet)</p>
2.	<p>a. ensure that the chapel is neutralized.</p> <p>To begin the preparation of the chapel for a Jewish worship service, you must first ensure that the chapel is neutralized. To do this you:</p> <ul style="list-style-type: none"><li>o <b>remove</b> denominational literature, publications, and bulletins from pews.</li><li>o <b>cover</b> all fixed denominational symbols.</li><li>o <b>remove</b> denominational items from the worship area (stations of the cross, icons, pictures, flags, etc.).</li><li>o <b>cover</b> stained glass windows that have denominational symbols with curtains, cloth, or paper.</li><li>o <b>ensure</b> cleanliness of ecclesiastical equipment. (Page 9, Paragraph 1)</li></ul>
3.	<p>b. is optional.</p> <p>White is usually used for Rosh Hashannah, Yom Kippur, and other Jewish high holy day services. The color is optional for other Jewish services. Check with the Jewish chaplain to determine the color to be used. (Page 12, 1st Bullet)</p>

4. d. place the tallit rack in the entrance area on the left side of the Narthex area.

When preparing the entrance area (Narthex):

- Place the tallit rack in the entrance area on the left-hand side of the Narthex area.
- Ensure there are enough tallitim in the rack for male worshippers.
- Place the yarmulke and veil rack in the entrance area on the right-hand side of the Narthex area.
- Ensure there are enough yarmulkes in the rack for male worshippers.
- Ensure there are enough veils in the rack for female worshippers. (Page 13, 1st Bullet)

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## LESSON TWO

### SET UP A GARRISON CHAPEL FOR AN ORTHODOX SERVICE

#### Soldier's Manual Task:

805D-165-1110 Prepare the Chapel for an Orthodox service.

#### OVERVIEW

##### TASK DESCRIPTION:

In this lesson you will learn how to set up a garrison chapel for an Orthodox service.

##### LEARNING OBJECTIVE:

**TASK:** Identify the actions needed to set up a garrison chapel for an Orthodox service.

**CONDITIONS:** Given the subcourse material for this lesson and a training scenario, the student will complete the practice exercise to identify the steps necessary to set up a garrison chapel for an Orthodox service.

**STANDARDS:** The student will demonstrate comprehension and knowledge of the task by identifying the actions needed to prepare the nave and narthex areas, prepare the altar area and altar, and prepare the oblation table and vestment table for an Orthodox service.

**REFERENCES:** The material in this lesson was derived from the following publication:

STP 16-56M1-SM.

## INTRODUCTION

Who? You may ask, are the Orthodox? The Orthodox are Christians who believe in Jesus Christ and in the church He established.

The Orthodox is one of the faith groups officially recognized in the military. The other three groups are Protestant, Catholic, and Jewish.

In the U.S. there are nearly seven million members in the Orthodox church. They share the faith and participate in the mystery of the Eucharist together.

### PART A - PREPARATION OF THE ALTAR AREA AND ALTAR

#### 1. Preparation of the Altar Area (Chancel).

You should follow the steps and procedures outlined below as you prepare the altar area.

- o Position the U.S. flag and Christian Chaplain flag (Figure 2-1). (When displayed within the altar area, the U.S. flag should be placed on the flagstaff at the congregation's left and any other flags should be placed at the congregation's right.
- o Position the altar in the center of the altar area.
- o Position the oblation table (the credence table will be used as the oblation table) to the left (congregation's left) side of the altar area against the wall.
- o Position a small table to the right (congregation's right) side of the altar area against the wall (Figure 2-2). This table will be used as a vestment table and will hold the chaplain's vestments prior to vesting and after divesting.

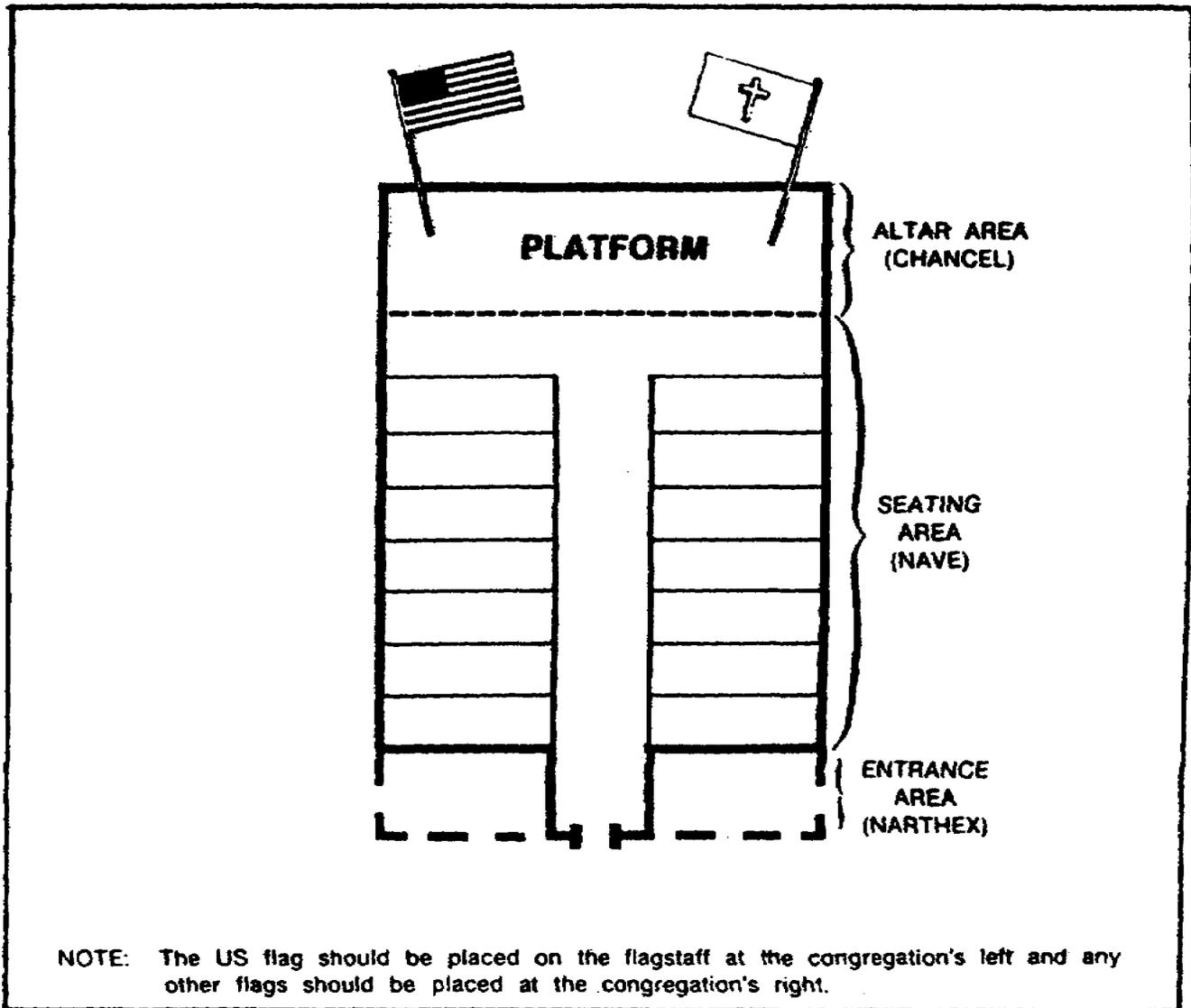
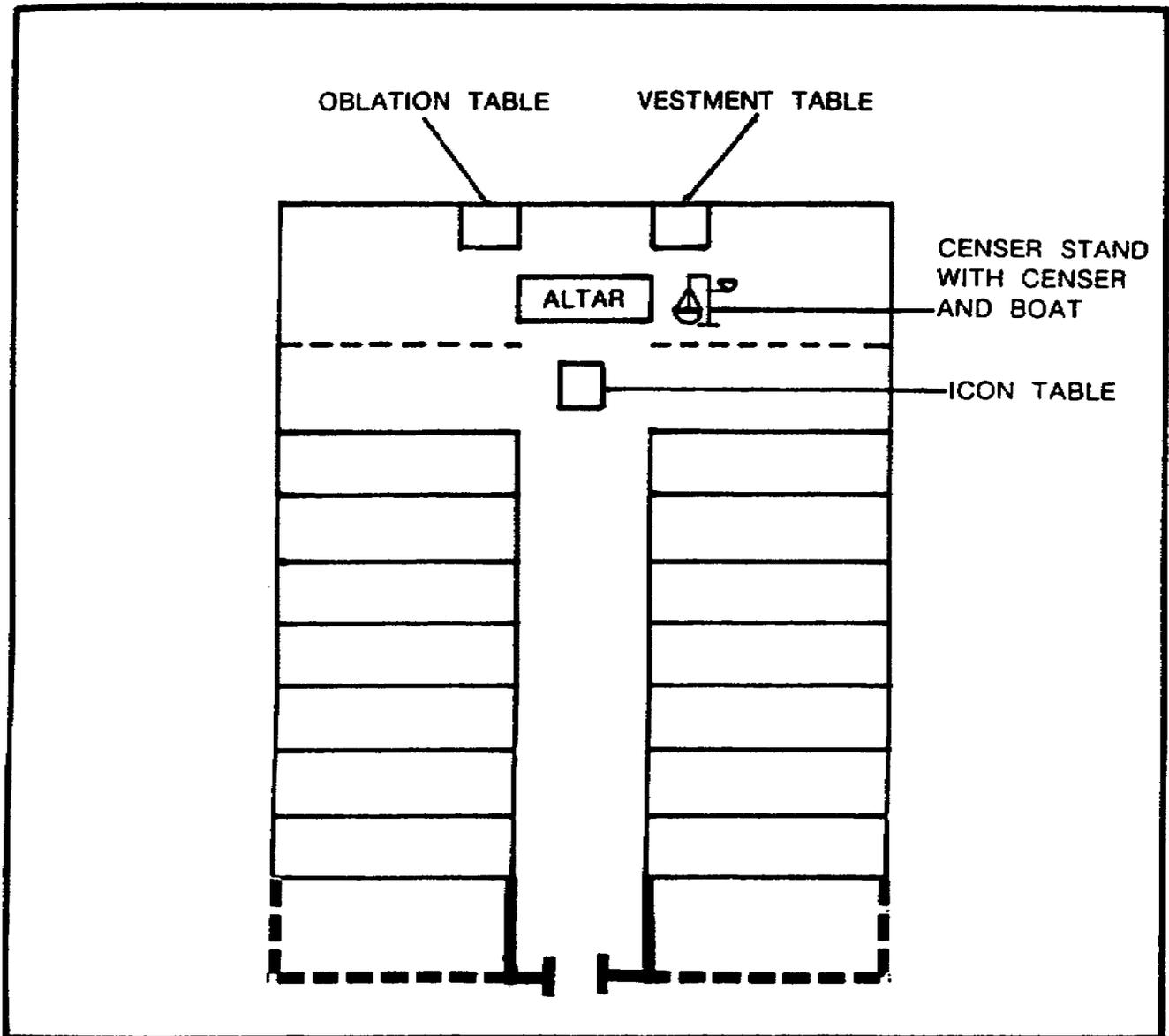


Figure 2-1. Position of the U.S. Flag and Christian Chaplain Flag in the Chapel.

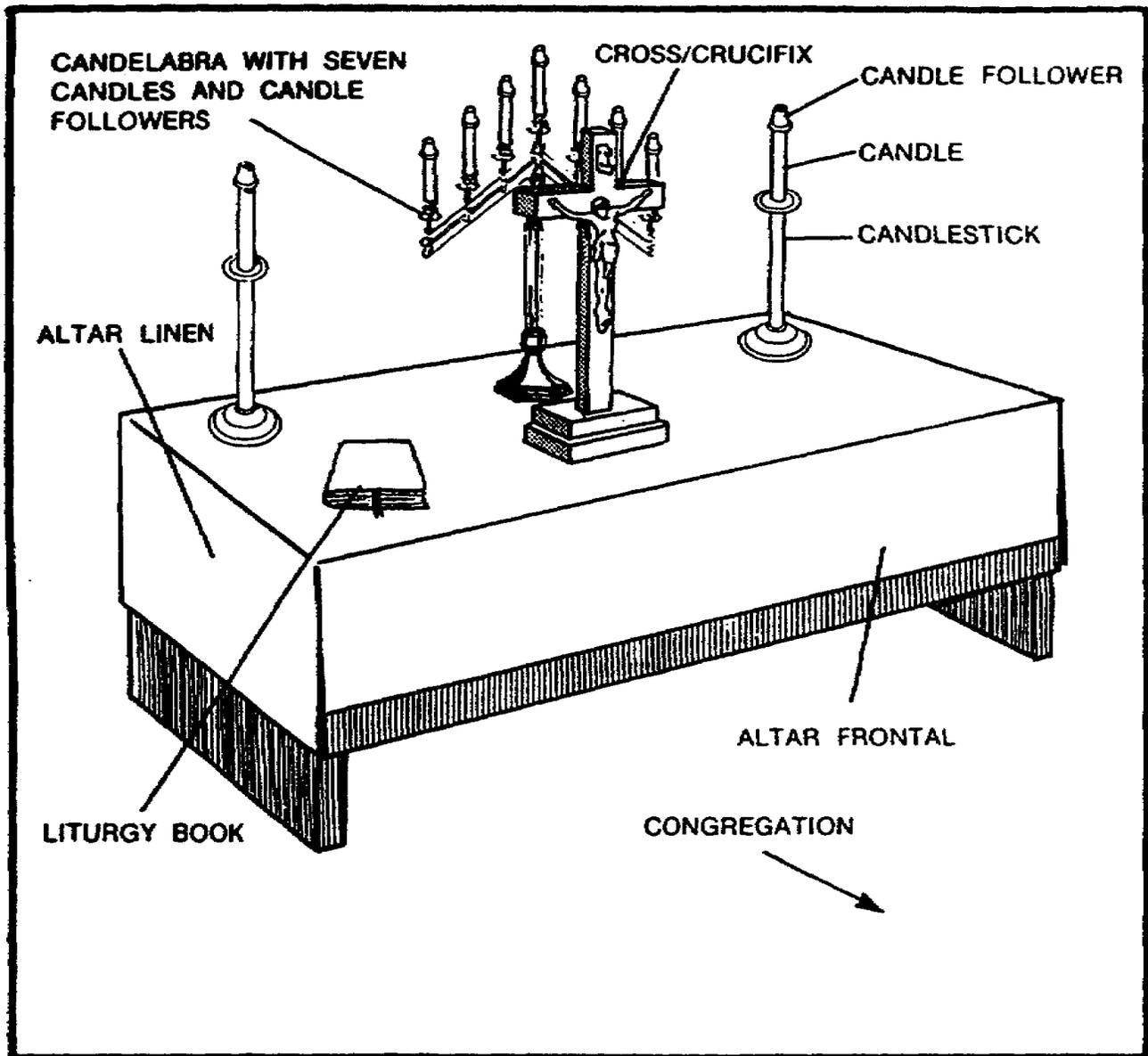


**Figure 2-2. Position of Altar Furniture in the Chapel.**

- o Position the chaplain's chair as instructed by the chaplain.
- o Ensure all other altar area furniture is in the proper location as instructed by the chaplain.
- o Remove or cover any symbol or statue that is not appropriate for an Orthodox service.

## 2. Preparation of the Altar.

When the above steps are completed, you follow the procedures below to prepare the altar. Figure 2-3 shows the altar prepared for an Orthodox worship service.



**Figure 2-3. Altar Prepared for an Orthodox Worship Service.**

- o Place the altar frontal with the colored front facing towards the congregation. The correct color can be determined by asking the chaplain.
- o Place fair linen on top of the altar frontal. The fair linen will cover the portion of the altar frontal that overlaps the top of the altar.

- o Place two candlestick assemblies equidistant along or near the rear corners of the altar.
- o Center one candelabra along or near the rear edge of the altar. The candelabra should be adjusted to form an inverted "V".
- o Center the crucifix on the altar, directly in front of the candelabra. (If a floor length crucifix or a crucifix is affixed to the wall behind the altar, the crucifix will not be placed on the altar.)
- o Place a "Liturgy Book" to the left side (congregation's left) of the crucifix but along the front edge of the altar. The "Liturgy Book" should remain closed on the altar.

**NOTE:** You, the chaplain assistant, will put the following items on the altar:

- Altar frontal
- Fair linen
- Candlestick assemblies (2)
- Candelabra
- Crucifix
- Liturgy Book (black)

The chaplain will put the following items on the altar:

- Greek Corporal
- Book of the Gospels
- Hand Cross

**NOTE:** Items that are put into place by the chaplain are consecrated items and should not be handled by you, the chaplain assistant.

## **PART B - PREPARATION OF THE OBLATION TABLE AND VESTMENT TABLE**

### **1. Preparation of the Oblation Table.**

The following steps are used to prepare the oblation table. Figure 2-4 shows the oblation table prepared for an Orthodox worship service.

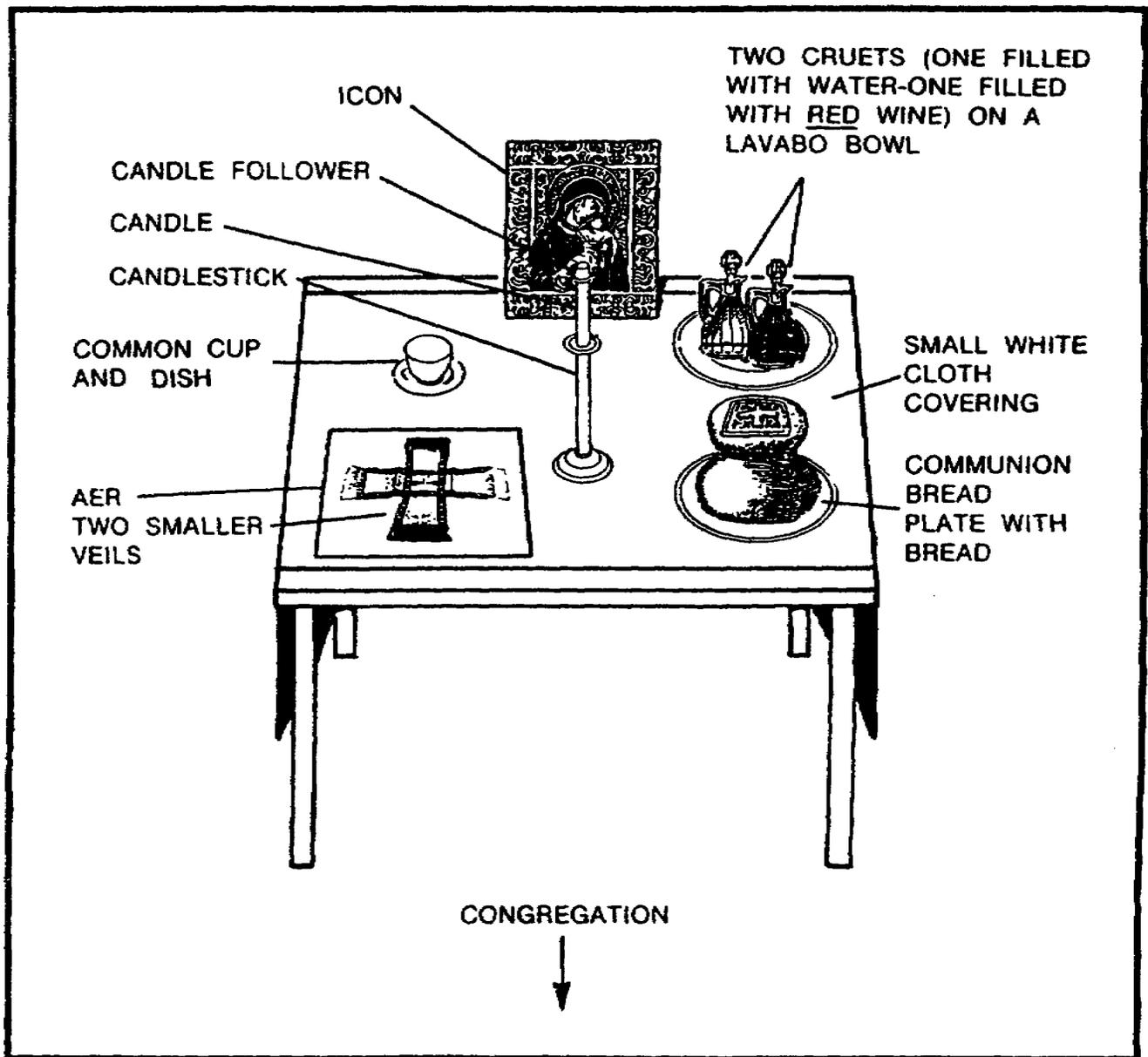


Figure 2-4. Oblation Table Prepared for an Orthodox Worship Service.

- o Cover the top of the oblation table with a small white cloth covering.
- o Center the icon on the oblation table. Icon may lean against a wall or positioned on the table for support.
- o Center one candlestick assembly directly in front of the icon.

- o Place two cruets (one filled with water and one filled with red wine) on a lavabo bowl to the right (as you face the oblation table) of the candlestick.
- o Place the communion bread plate (a regular communion bread plate can be used), with the bread on the plate, directly in front of the two cruets.
- o Place the common cup and dish to the left (as you face the oblation table) of the candlestick assembly.
- o Place the aer (the aer is a large veil) and two smaller veils directly in front of the common cup and dish. (The star cover veil is used as the large veil. Finger towels are used for the small veils.)

**NOTE:** You, the chaplain assistant, place the following items on the Oblation table:

- Small white cloth
- Icon
- Candlestick assembly
- Cruets (2)
- Communion bread plate
- Common cup and dish
- Aer (veil)

The following items are placed on the oblation table by the chaplain:

- Chalice
- Paten, raised
- Star cover
- Paten, flat
- Spoon
- Spear

**NOTE:** Items that are placed on the oblation table by the chaplain are consecrated items and should not be handled by the chaplain assistant.

## 2. Preparation of the Vestment Table.

The following vestments are to be placed on the vestment table (Figure 2-2), in the order indicated. Consequently, the chasuble is put on the vestment table first and the alb is put on top of the other four vestments.

### o **Chaplain's Vestments (Figure 2-5).**

- Chasuble
- Cuffs
- Belt
- Stole
- Alb

**NOTE:** It is the responsibility of the chaplain assistant to prepare these garments before the service. The color of the chasuble, cuffs, belt, and stole should match the color of the altar frontal and veils.

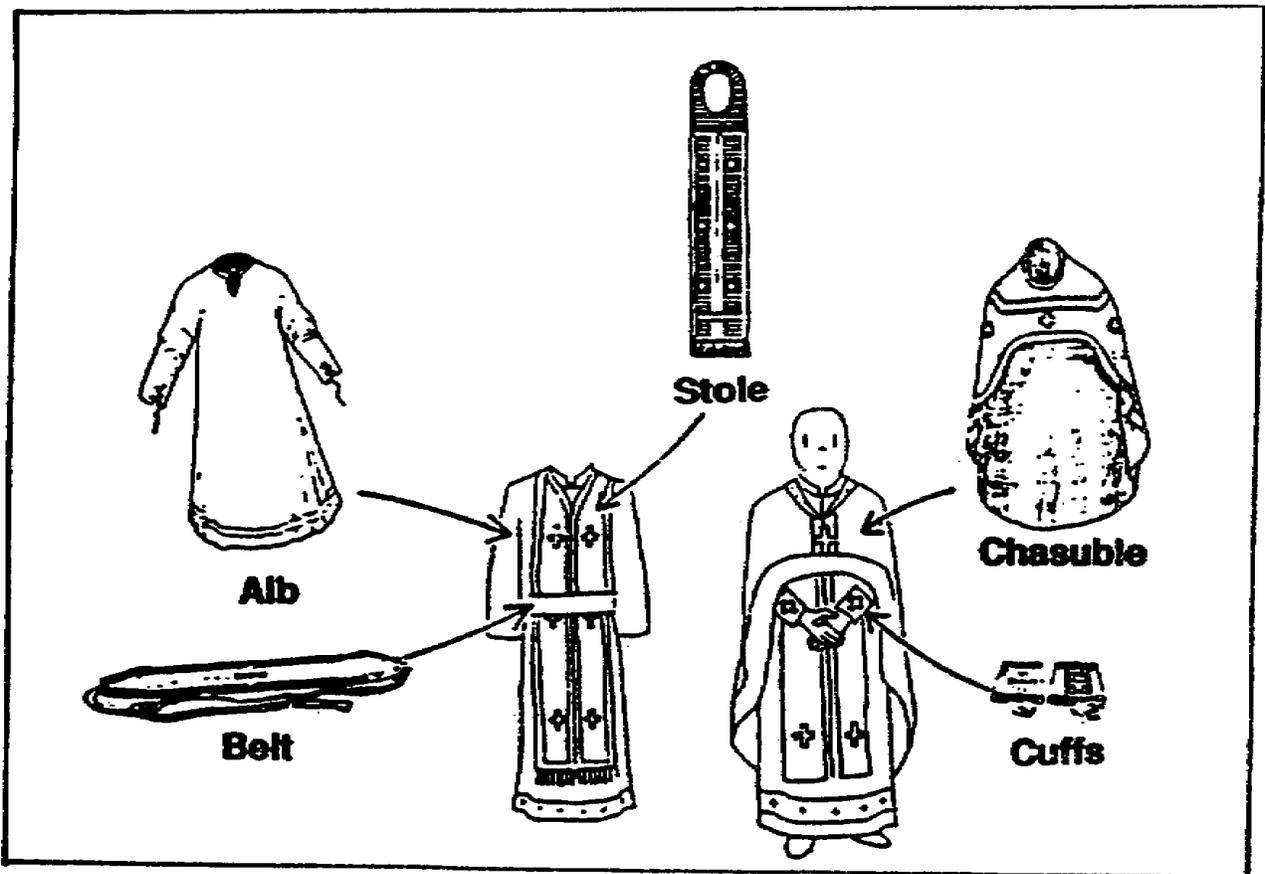


Figure 2-5. Chaplain's Vestments.

**o Vestment table.**

- The vestments are to be placed on the vestment table in the order indicated.
- The chasuble is put on the vestment table first and the alb is put on top of the other four vestments.
- The color of the chasuble, cuffs, belt, and stole should match the color of the altar frontal and veils.
- After the service, return the vestments to the sacristy closet, checking them for tears, stains, or wrinkles.
- It is the chaplain assistant's responsibility to see that there are always enough clean vestments on hand.
- The Orthodox chaplain wears vestments over the uniform or civilian clothes.
- The first item worn is an alb which is similar to a Catholic alb except for the tight sleeves with strings.
- A stole is worn over the alb and is worn during all celebrations. The stole has an opening for the head and is joined along the entire length of the front.
- A belt goes around the chaplain's waist over the alb.
- The cuffs are worn over the wrists (sleeves) of the alb.
- The chasuble is a long, flowing garment, with no sleeves. It covers all of the garments worn.

**o Censer.** Place the censer with stand next to the right (congregation's right) front of the altar (Figure 2-2).

**o Inspect Altar Area.** Inspect the altar area from the perspective of the congregation for proper appearance and neatness. Ensure the items on the altar are centered and evenly balanced.

## **PART C - PREPARATION OF THE NAVE AND NARTHEX AREAS**

### **1. Preparation of the Seating Area (Nave).**

The Nave is prepared as outlined below. Figure 2-2 contains a description of the seating area.

- o Center a small table (icon table) in the area immediately in front of the front row of seats centered in the isle.
- o Cover the top of the icon table with a small white cloth covering/cloth.
- o Center the Bible/missal stand on the icon table, with the top of the stand raised at a 60-degree angle and facing the congregation.
- o Place the icon on the Bible/missal stand so the icon faces the congregation.
- o Align all Bibles and worship hymnals uniformly in the pews.
- o Remove all trash and discarded chapel bulletins from the pews.

### **2. Preparation of the Entrance Area (Narthex).**

The Narthex is prepared as outlined below:

- o Place the current chapel bulletins on a small table in the narthex area. The usher or chaplain assistant will give a copy of the chapel bulletin to each worshipper.
- o Inspect the entrance area for cleanliness.
- o Ensure the sound system is operational (when one is used.)

### **3. Summary.**

This completes lesson two. You should know how to prepare and set up the chapel for an Orthodox worship service. During this lesson we discussed how to prepare the altar area, the altar, to include those items you can handle, and those consecrated items that are to be put in place by the chaplain. We also discussed preparation of the oblation table, vestment table and other areas of the chapel. After reviewing all the material in this lesson, you should complete the practice exercise for lesson two. Answers and feedback for the questions in the practice exercise will be provided to show you where further study is required.

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## LESSON TWO

### PRACTICE EXERCISE

The following items will test your grasp of the material covered in this lesson. There is only one correct answer for each item. When you have completed the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

**Situation:** You are a chaplain assistant assigned for duty to Fort Opportunity. As part of your assigned duties, you must prepare the garrison chapel for the chaplain to conduct Orthodox worship services.

1. You are preparing the altar area. You position the U.S. Flag
  - a. on a flagstaff in the center of the chancel area.
  - b. on a flagstaff to the left of the congregation.
  - c. on a flagstaff at the congregation's right, and any other flags should be placed on the congregation's left.
  - d. on the right adjacent to the Nave.
2. You are preparing the altar, and have just placed the crucifix in position. The hand cross
  - a. is placed to the right of the crucifix.
  - b. must be placed on the liturgy book.
  - c. is put in position by the chaplain.
  - d. is the last item you place on the altar.
3. In preparing the oblation table for an Orthodox worship service, you should
  - a. place two cruets filled with red wine on the table.
  - b. center one candlestick directly behind the icon.
  - c. place the book of the gospels on the table.
  - d. cover the top of the table with a small white cloth.
4. You are preparing to place items on the vestment table. You
  - a. must check with the chaplain to see if the vestments have been consecrated.
  - b. should match the color of the chasuble, cuffs, belt and stole with the color of the altar frontal and veils.
  - c. place the icon, candlestick assembly, veil and cruets on the table, and the chaplain will place the consecrated items on the table.
  - d. place the alb on first.

## LESSON TWO

### PRACTICE EXERCISE

#### ANSWER KEY AND FEEDBACK

**Item**    **Correct Answer and Feedback**

1.            b.            on a flagstaff to the left of the congregation.
- When displayed within the altar area, the U.S. Flag should be placed on the flagstaff to the left of the congregation and any other flags should be placed to the right of the congregation. (Page 20, 1st Bullet)
2.            c.            put in position by the chaplain.
- The chaplain will put the following items on the altar:
- Greek Corporal
  - Book of the Gospels
  - Hand Cross
- Items that are put into place by the chaplain are consecrated items and should not be handled by you, as the chaplain assistant. (Page 24, 2nd Note)
3.            d.            cover the top of the table with a small white cloth.
- One of the things you must do when preparing the oblation table is to cover it with a small white cloth covering. (Page 25, 1st Bullet)
4.            b.            should match the color of the chasuble, cuffs, belt and stole with the color of the altar frontal and veils.
- The color of the chasuble, cuffs, belt, and stole should match the color of the altar frontal and veils. (Page 28, 3rd Dash)

## LESSON THREE

### SET UP A GARRISON CHAPEL FOR A PROTESTANT OR CATHOLIC BAPTISM

#### Soldier's Manual Task:

805D-301-1027 Prepare the Chapel for a Baptism.

#### OVERVIEW

##### TASK DESCRIPTION:

In this lesson you will learn how to identify the type of Protestant and Catholic Baptisms and how to set up a garrison chapel for a Protestant or Catholic Baptism.

##### LEARNING OBJECTIVE:

**TASKS:** Identify the types of Protestant and Catholic Baptisms and how to set up the chapel for each type of Baptism.

**CONDITIONS:** Given the subcourse material for this lesson and a training scenario, the student will complete the practice exercise to identify the types of Baptisms and how to set up the garrison chapel for each type of Baptism.

**STANDARDS:** The student will demonstrate comprehension and knowledge of the task by identifying the types of Protestant and Catholic Baptisms and how to prepare the chapel for each type of Baptism.

**REFERENCES:** The material in this lesson was derived from the following publication:

STP 16-56M1-SM.

## INTRODUCTION

### 1. Background Information on Baptisms.

The sacrament or ordinance of baptism is administered in accordance with the faith group's tenets of faith. Preparations for a baptismal service may change according to specific local guidelines and chaplain preferences.

Baptisms are normally conducted during the worship service or in a communal celebration in the presence of the congregation or at least relatives, friends, and neighbors who all take an active part in the baptismal rite.

The meaning and the degree of importance of baptism will vary among Christians. The age of the person to be baptized will also differ, depending on the respective faith group's viewpoint of baptism. In the Catholic, Orthodox, and most liturgical Protestant faith groups, the candidate for baptism is often an infant. The majority of non-liturgical Protestant faith groups will baptize only older children (at an age of accountability) and adults. Usually the act of dedicating infants or young children is practiced separately from baptism by some non-liturgical Protestant faith groups and should not be confused with the rite of baptism.

The element of water is used by all faith groups. A baptismal font or bowl or the baptismal pool are the most commonly used vessels for containing the water. It should be noted that after the baptism, some liturgical chaplains require that the water used during the baptism be poured into the sacrarium or directly into the ground, instead of pouring it down a regular drain. The sacrarium, also named a piscina, is a basin with a drain near the altar of a church or chapel used for disposing of liquids remaining after liturgical services.

## PART A -IDENTIFY THE TYPES OF PROTESTANT AND CATHOLIC BAPTISMS

### 1. Pouring Method.

In this method, water is poured over the head of the person being baptized. A baptismal shell or the chaplain's hand can be used to pour the water. The water should be room temperature and is placed in the baptismal font or bowl from which the chaplain will take the water used to pour on the candidate's head. This method is commonly used by Catholics and most liturgical Protestant faith groups.

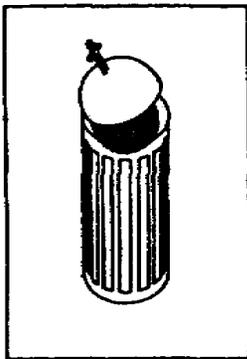
## 2. Sprinkling Method.

This is a variation of the pouring method. The chaplain's hand is used to sprinkle the water. The water should be room temperature and is placed in the baptismal font or bowl from which the chaplain will take the water used to sprinkle on the candidate's head. This method is used by some liturgical and non-liturgical Protestant faith groups.

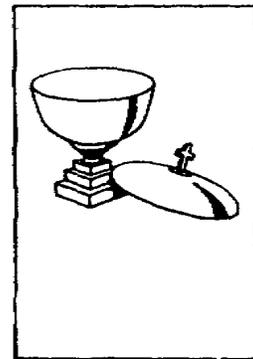
## 3. Prepare the Chapel for a Pouring or Sprinkling Method of Baptism.

To prepare for a pouring or sprinkling method of baptism, you should follow the general guidelines below:

- o Ensure the baptismal font (Figure 3-1), or bowl, (Figure 3-2), is clean and positioned as directed by the chaplain.



**Figure 3-1. Baptismal Font.**



**Figure 3-2. Baptismal Bowl.**

- o Ensure the baptismal font or bowl is filled with fresh, warm (room temperature) water.
- o Ensure the Easter/Paschal candle (when used) is positioned and lit.
- o Place a credence table next to the baptismal font or bowl.
- o Place a white cloth on top of the credence table.

- o Ensure the following items (when used) are on the credence table:
  - Baptismal shell.
  - Baptismal candle with matches.
  - Rite of baptism booklet for the chaplain.
  - Finger towel.
  - Holy oils with cotton balls.
  - A list of baptism candidates.

#### 4. **Immersion Method.**

- o **Protestant.** The chaplain lowers the candidate into the water until the candidate's head is immersed. Then the chaplain raises the candidate's head out of the water. This method of baptism can take place in a baptismal pool, swimming pool, lake, or river. Normally there will be at least one chapel on the installation that has a baptismal pool. If none is available on the installation, a baptismal pool in a local civilian church may be used. When a baptismal pool is used, follow these general guidelines:
  - Ensure the baptismal pool is clean.
  - Fill the pool with about 3-4 feet of water.
  - Ensure the water in the pool is at room temperature at the time of the baptism service. If there is no hot water source for filling the pool with hot water, the pool should be filled at least 24 hours prior to the baptism service to allow time for the water to reach room temperature.
  - Use caution when using baptismal pools that have controlled heating devices. They may heat the water too high for use and cause discomfort to the chaplain or candidate during the baptism.
  - Ensure that a list of baptismal candidates is available for use by the chaplain during the baptismal service.
  - Ensure that separate dressing rooms or rest rooms are made available for the chaplain and baptism candidate to change clothes before and after the baptism and dry off after the baptism.

- o **Orthodox.** The chaplain will immerse the infant three times in an Orthodox baptismal font in the name of the Holy Trinity. This method of baptism can also take place in a large tub, a lake, or a river. When an Orthodox baptismal font or a large tub is used, follow these general guidelines:
  - Ensure the Orthodox baptismal font or tub is clean.
  - Place the baptismal font or tub in the center of the alter area (chancel).
  - Fill the font or tub with about 1 foot of water.
  - Ensure the water in the font or tub is at room temperature at the time of the baptism service.
  - Place a small table beside the baptismal font or tub.
  - Place a white cloth over the top of the table.
  - Place the following items on the table:
    - A candlestick with an altar candle inserted into it and a candle follower on top of the candle.
    - Two baptismal candles for use by the candidate's sponsors.
    - One clean towel.
  - Place the censer stand with censer and boat on the opposite side of the baptismal font from where you put the table.

**PART B - IDENTIFY THE ITEMS, VESTMENTS, AND GARMENTS NEEDED TO PERFORM THE VARIOUS TYPES OF BAPTISMS**

**1. Items Needed in Conjunction with a Baptismal Service.**

- o **Baptismal shell** - Item used to pour the water over the head of the person being baptized.
- o **Holy oils** - Blessed oils normally stored in small metal containers. Cotton balls are used to wipe off the holy oils from the candidate, and from the chaplain's thumb. The used cotton balls should be burned after the service and the ashes spread upon the ground.
- o **Baptismal candle** - Provided by the chapel or the family to each candidate being baptized. Baptismal candles are generally used by Catholics.

- o **Easter/Paschal candle** - Used by Catholics during the baptismal service. The candidate's individual baptismal candle, normally held by the godparents, may be lit from this Easter/paschal candle.
- o **Finger towel** - Used commonly by Catholics to wipe the water off the head of the candidate being baptized.
- o **Towels** - Used by each candidate being baptized by immersion for drying off after being baptized. Arrangements should be made in advance for each baptismal candidate to bring a towel. It is suggested that a few extra towels be kept on hand for the candidates and chaplain in case they forget to bring towels.
- o **Credence table** - Used for the placement of certain baptismal items.
- o **White cloth** - Placed on the credence table.
- o **List of baptismal candidates** - Used by the chaplain during the baptismal portion of the service.
- o **Matches** - Used to light the Easter/Paschal candle and baptismal candles.
- o **Rite of baptism** - A booklet, prescribing the order of a baptism service, commonly used by Catholic chaplains and participants witnessing the baptism of the candidate.

## 2. Vestments and Garments Needed in Conjunction with a Baptismal Service.

Items needed are outlined below:

- o **By the liturgical chaplain** are - An alb, cassock, surplice, and stole. The stole is white in color, or of a festive color, or of the appropriate liturgical color of the day.
- o **By the non-liturgical chaplain** are - A baptismal robe (usually this robe is white with weights sewn in the bottom hem) and a set of chest-high waders (large rubber pants). These two garments are worn for use in a baptism by immersion.
- o **By the baptism candidate for an infant baptism** are - A white garment which is normally provided by the infant's family.

- o **By the baptism candidate for an immersion baptism** are - A baptismal gown (usually this gown is white with weights sewn in the bottom hem and is normally provided by the chapel) or other appropriate personal clothing provided by the individual being baptized (the chaplain will usually explain to the candidate the type of clothing which would be appropriate to wear).
- o Ensure the vestments used in the pouring or sprinkling methods of baptism are serviceable and available in the vesting room.
- o Ensure the garments and towels used in the immersion method of baptism are serviceable and available in the dressing rooms or rest rooms to be used by the candidates and the chaplain.

### 3. Summary.

This completes lesson three. You should know how to identify the pouring, sprinkling and immersion types of baptisms, and the items, vestments, and garments used during the various types of baptisms. You should also know how to prepare the chapel for Protestant and Catholic baptisms. After reviewing all the material in this lesson, you should complete the practice exercise for lesson three. Answers and feedback for the questions in the practice exercise will be provided to show you where further study is required.

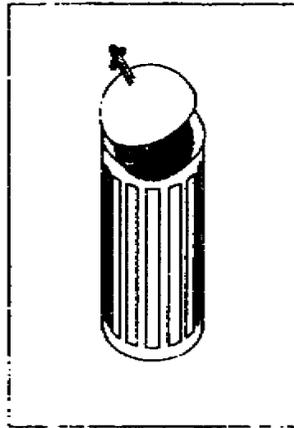
## LESSON THREE

### PRACTICE EXERCISE

The following items will test your grasp of the material covered in this lesson. There is only one correct answer for each item. When you have completed the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

**Situation:** You are a chaplain assistant and have been assigned for duty to Fort Opportunity. As a part of your assigned duties, you must prepare the garrison chapel for a baptism. In order to do this, you must know the various types of baptism which may be used and how to prepare for each type of baptism.

1. Use figure. You are preparing for a baptism using the sprinkling method. The item in the figure is a
  - a. baptismal font.
  - b. sacrarium.
  - c. finger bowl.
  - d. baptismal bowl.



**Figure. Baptismal Item.**

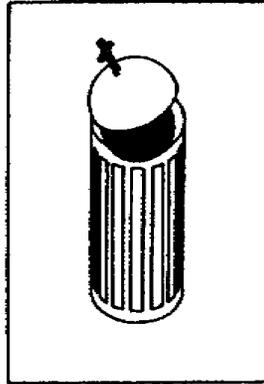
2. You are assembling items needed in conjunction with a baptismal service. You are aware that baptismal candles
  - a. must be consecrated before they are used.
  - b. are generally used by Catholics.
  - c. are always provided by the chapel to each candidate being baptized.
  - d. are used to light the Easter/Paschal candle.

3. You have selected a white cloth as one of the items needed during the baptismal service. The white cloth is
  - a. commonly used by Catholics to wipe the water off the candidate being baptized.
  - b. used to wipe off the holy oils from the candidate.
  - c. placed on the altar.
  - d. placed on the credence table.
  
4. The vestments and garments needed during a baptism by the liturgical chaplain are
  - a. a white, baptismal robe with weights sewn in the bottom hem.
  - b. an alb, cassock, surplice, and stole.
  - c. a baptismal robe and chest-high waders.
  - d. a white baptismal gown and a cassock.

**LESSON THREE**  
**PRACTICE EXERCISE**  
**ANSWER KEY AND FEEDBACK**

**Item**            **Correct Answer and Feedback**

1.            a.            baptismal font.



Baptismal Font - A stand or pedestal made of wood, metal, or stone which contains the baptismal bowl. A large tub on a stand or a large tub on a table. A tank or pool can also be used. (Page 35, Figure 3-1)

2.            b.            are generally used by Catholics.

Baptismal candles are provided by the chapel or the family of each candidate being baptized. Baptismal candles are generally used by Catholics. (Page 37, 3rd Bullet)

3.            d.            placed on the credence table.

One of the items needed in conjunction with a baptism is a white cloth. It is placed on the credence table (Page 38, 5th Bullet)

4.            b.            an alb, cassock, simplice, and stole.

Vestments and garments needed by a liturgical chaplain in conjunction with a baptismal are - an alb, cassock, simplice, and stole. (Page 38, Paragraph 2, 1st Bullet)

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